



MARCH 31, 2011

CORPORATE COMPLIANCE OFFICER
CMH11-010

Kalamazoo Community Mental Health and Substance Abuse Services is seeking a Corporate Compliance Officer with experience working with individuals of diverse racial, ethnic, and cultural backgrounds to provide corporate compliance and risk management functions for the Southwest Michigan Affiliation (SMA) (Community Mental Health organizations for the counties of Kalamazoo, Allegan, Cass, St. Joseph). Responsibilities include developing/maintaining PIHP Corporate Compliance and Risk Management Programs and Annual Corporate Compliance and Risk Management Plans, chairing/staffing the regional Corporate Compliance and Risk Management Committees, and conducting regulatory rules analysis. The successful candidate will ensure compliance, identify risks and exposures, recommend strategies to address identified risks and prepare and provide periodic compliance and risk reports to SMA leadership and governing bodies. A Bachelor's degree in Business Administration, Public Administration or a related field plus five years progressively responsible administrative experience in a health care setting required, Master's degree is preferred. A minimum of two years experience in managed care functions, risk management or corporate compliance and a thorough working knowledge of the Michigan Mental Health Code and Medicaid Manual along with advanced computer skills including word processing, spreadsheets, database management and e-mail are required. Hiring range \$55,075 - \$62,943. Applicants with diverse backgrounds are encouraged to apply. Send, fax or e-mail resume to: HR Generalist, KCMHSAS, 1st Wing 4th Floor, 3299 Gull Road, PO Box 63, Nazareth, MI 49074, Fax: (269) 553-8012, hr@kazoocmh.org. Refer to Job Number CMH11-010 when inquiring.